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Assistant Deputy Director for Administration

15 June 1951

Chief, Administrative Services

Delegations to Field Activities

1. In connection with your request for recommendations as to additional delegations which might be made to field activities, I am in the position where my report is somewhat negative. However, I would like to point out that there are only two instances where Administrative Services is concerned with field activities; one being in the field of transportation on the issuance of travel orders.

2. Chiefs of stations now have the authority to issue their own travel orders for travel within the area of their own station. An amendment is now in process whereby travel orders can be issued beyond such areas when coordinated with the chief of the area into which the employee is proposing to travel.

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3. It is not believed that any further delegations beyond those enumerated above should be made at this time.

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